

SECTION 01 00 00 GENERAL REQUIREMENTS

1.1 GENERAL INTENTION

- A. Contractor shall completely furnish ALL labor and materials to perform the work detailed in the Scope of Work in paragraph 1.2 below.
- B. Visits to the site by Bidders may be made only by appointment with the Medical Center Facility Manager.
- C. All employees of general contractor and subcontractors shall comply with VA security management program and obtain permission of the VA police, be identified by project and employer, and restricted from unauthorized access.
- D. Prior to commencing work, general contractor shall provide proof that a OSHA certified "competent person" (CP) (29 CFR 1926.20(b)(2)) will maintain a presence at the work site whenever the general or subcontractors are present.
- E. Training:
 - 1. Beginning July 31, 2005, all employees of general contractor or subcontractors shall have the 10-hour OSHA certified Construction Safety course for on-site staff and 30 additional hours for project superintendent (competent person) and /or other relevant competency training, as determined by VA CO with input from the ICRA.
 - 2. Submit training records of all such employees for approval before the start of work.

1.2 STATEMENT OF BID ITEM(S)

Scope Of Work:

Provide all labor and material to remove and dispose of medical equipment, voltage (UPS) cabinets, ancillary electrical wiring, gutters, and storage shelving and racks from and renovate both rooms on the 4th floor of the main hospital Building 500, Rooms 4472 and 4474. Contractor to field verify and coordinate with the VA Facility Manager at job site. Contractor shall perform survey and circuit tracing to ensure all power is off prior to performing the demolition work, hire a professional Phillips medical equipment specialist for the demolition work such as CPTS (818)470-0079. Refer to original electrical diagrams (VA MEDICAL-E1-Model, VA MEDICAL-E2-Model, VA MEDICAL-E3-Model). It is very critical that contractor coordinate and schedule fully with hospital occupants below and above the work location, to minimize noise to a minimum for VA Patients/ Medical staff and adhere to VA noise limitation requirements. Note that the floor tile mastic contains asbestos, contractor shall coordinate fully with the VA environmental contractor and COTR for all work related to the floor tile mastic and have the environmental contractor abate, handle and dispose of all asbestos containing material.

Room 4472

- 1. Remove voltage cabinets
- 2. Remove above wall channeling
- 3. Eliminate conduit back to electrical panel
- 4. Remove and dispose of gutters

5. Patch and paint walls (paint brand: Dunn Edwards and baseboard brand: Burke, Color: Ginger, 4 inches height)
6. Renovate ceiling:
 - o Replace ceiling tile (brand/color to be specified by VA)
 - o Replace air grills in room (3)
 - o Clean ceiling grid
7. Add 1 quad outlet per wall
8. Add 3 data drops, one to each wall (including conduit)
9. Bring electrical wiring back to panel.

Room 4474

1. Build scaffold/catwalk in interstitial space
 2. Remove bolts above and below bi-plane unit, that are securing bi-plane
 3. Remove empty Datel cabinets, dispose (9 tall cabinets and 5 short cabinets)
 4. The shelves that are on wheels/ casters will be relocated by VA personnel (refer to Attachment 2 - Mobile Shelves Typical). De-install bi-plane unit, safely transfer out and dispose (sections must be less than 5000lb for the elevator to be able to safely carry) - Refer to Attachment 1 - Equipment and Ancillaries).
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1. Renovate flooring . Contractor shall coordinate all work with the VA environmental contractor and the COTR. The tile mastic contains asbestos. Once all flooring has been removed and tile mastic asbestos abated by the environmental contractor, contractor shall:
 - a. Assess flooring
 - b. Repair to level the floor (maintain structural integrity), refer to Attachments 3 and 4 - Level Floor Typical. Prepare substrate surface by cleaning, sanding all contaminants, and creating rough profile free of dust and debris. Use SikaTop 122 Plus or equal to level and top floor and create a strong bond without any cracks.
 - c. Replace linoleum tile with Armstrong brand single seam floor, to match existing as close as possible as approved by the VA COTR or replace the entire floor tile if tile match can not be found.
 - d. Add Burke baseboard, 4 inch
 2. Remove ¾ wall partition at entrance to room fix walls and paint. **Room 4474E**
 3. Patch and paint walls (paint brand: Dunn Edwards and baseboard brand: Burke, Color: Ginger, 4 inches height)
 4. Label outlets (in reference to breaker) on Isolated power distribution breaker panel.
 5. Demolition of the trackers not included in scope
 6. Existing 4 LEG and 4LEF electrical panel boards to remain.

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1. Remove hardware from counter top and cables/wiring.
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- Contractor to perform all necessary power disconnects feeding the Cath Lab Room, followed by all necessary dismantling to initiate the removal process.
 - Once all system components have been mechanically detached, prepare for removal.

- Remove and dispose of surgical lamps and accessories. Refer to Attachment 1 - Equipment and Ancillaries).
- Remove all cabinetry in surgical room, control room and equipment room and dispose off properly. Remove and dispose off the monitor in control room.
- Dismantle equipment (Cover window pane or paint in control room).

Contractor shall remove all power cable distribution to Bi-plane system and retract to main power panel's distribution in attic.

Equipment Disposal:

- Contractor shall receive approval from VA COR and VA Material Management prior of disposal of US Government property and material.
- Upon taking possession and/or equipment leaving the premises of VAGLA, Contractor shall assume all liability for proper disposal and/or recycling of metal scrap for equipment.
- All materials will be separated, and those determined recyclable, will be recycled (i.e. copper wire, metal, lead, plastic). Those materials deemed hazardous to the environment will be recycled and/or disposed meeting all of the VA, California State and local city of Los Angeles environmental laws.

All construction materials shall be approved by the Government prior to delivery to job site. Submit 3-copies of material submittals and manufacturer shop drawings.

Contractor shall provide all equipment submittals for approval by the VA. Electrical submittals to be reviewed and stamped by a California Certified Electrical Engineer hired and paid for by the contractor.

All work shall comply with the latest VA Specifications and design guidelines. Upon close of construction provide red lined marked up **As-Built drawings** to VA Maintenance and Operations staff. Contractor shall perform all necessary site investigations and attend routine construction meetings.

1.3 CONSTRUCTION SECURITY REQUIREMENETS

A. Security Plan:

1. The security plan defines both physical and administrative security procedures that will remain effective for the entire duration of the project.
2. The General Contractor is responsible for assuring that all sub-contractors working on the project and their employees also comply with these regulations.

B. Security Procedures:

1. General Contractor's employees shall not enter the project site without appropriate badge. They may also be subject to inspection of their personal effects when entering or leaving the project site.
2. For working outside the "regular hours" as defined in the contract, The General Contractor shall give 3 days notice to the Contracting Officer so that security arrangements can be provided for the employees. This notice is separate from any notices required for utility shutdown described later in this section.
3. No photography of VA premises is allowed without written permission of the Contracting Officer.

4. VA reserves the right to close down or shut down the project site and order General Contractor's employees off the premises in the event of a national emergency. The General Contractor may return to the site only with the written approval of the Contracting Officer.
- C. Document Control:
1. The General Contractor is responsible for safekeeping of project manual and other project information. This information shall be shared only with those with a specific need to accomplish the project.
 2. Certain documents, sketches, videos or photographs and drawings may be marked "Law Enforcement Sensitive" or "Sensitive Unclassified". Secure such information in separate containers and limit the access to only those who will need it for the project. Return the information to the Contracting Officer upon request.
 3. These security documents shall not be removed or transmitted from the project site without the written approval of Contracting Officer.
 4. All paper waste or electronic media such as CD's and diskettes shall be shredded and destroyed in a manner acceptable to the VA.
 5. Notify Contracting Officer and Site Security Officer immediately when there is a loss or compromise of "sensitive information".
 6. All electronic information shall be stored in specified location following VA standards and procedures using an Engineering Document Management Software (EDMS).
 - a. Security, access and maintenance of all project drawings, both scanned and electronic shall be performed and tracked through the EDMS system.
 - b. "Sensitive information" including drawings and other documents may be attached to e-mail provided all VA encryption procedures are followed.
- D. Motor Vehicle Restrictions
1. Vehicle authorization request shall be required for any vehicle entering the site and such request shall be submitted 24 hours before the date and time of access. Access shall be restricted to picking up and dropping off materials and supplies.
 2. Separate permits shall be issued for General Contractor and its employees for parking in designated areas only.

1.4 FIRE SAFETY

- A. Applicable Publications: Publications listed below form part of this Article to extent referenced. Publications are referenced in text by basic designations only.
1. American Society for Testing and Materials (ASTM):
E84-2008 Surface Burning Characteristics of Building Materials
 2. National Fire Protection Association (NFPA):
10-2006..... Standard for Portable Fire Extinguishers
30-2007..... Flammable and Combustible Liquids Code

- 51B-2003 Standard for Fire Prevention During Welding, Cutting and Other Hot Work
- 70-2007 National Electrical Code
- 241-2004 Standard for Safeguarding Construction, Alteration, and Demolition Operations
3. Occupational Safety and Health Administration (OSHA):
- 29 CFR 1926 Safety and Health Regulations for Construction
- B. Fire Safety Plan: Establish and maintain a fire protection program in accordance with 29 CFR 1926. Prior to start of work, prepare a plan detailing project-specific fire safety measures, including periodic status reports, and submit to Project Engineer and Facility Safety Officer for review for compliance with contract requirements in accordance with Section 01 33 23, SHOP DRAWINGS, PRODUCT DATA AND SAMPLES Prior to any worker for the contractor or subcontractors beginning work, they shall undergo a safety briefing provided by the general contractor's competent person per OSHA requirements. This briefing shall include information on the construction limits, VAMC safety guidelines, means of egress, break areas, work hours, locations of restrooms, use of VAMC equipment, etc. Documentation shall be provided to the Project Engineer that individuals have undergone contractor's safety briefing.
- C. Site Access: Maintain free and unobstructed access to facility emergency services and for fire, police and other emergency response forces in accordance with NFPA 241.
- D. Separate temporary facilities, such as trailers, storage sheds, and dumpsters, from existing buildings and new construction by distances in accordance with NFPA 241. For small facilities with less than 6 m (20 feet) exposing overall length, separate by 3m (10 feet).
- E. Means of Egress: Do not block paths from exits to roads. Minimize disruptions and coordinate with Project Engineer and facility Safety Officer.
- F. Egress Routes for Construction Workers: Maintain free and unobstructed egress. Inspect daily. Report findings and corrective actions weekly to Project Engineer and facility Safety Officer.
- G. Fire Extinguishers: Provide and maintain extinguishers in construction areas and temporary storage areas in accordance with 29 CFR 1926, NFPA 241 and NFPA 10.
- H. Flammable and Combustible Liquids: Store, dispense and use liquids in accordance with 29 CFR 1926, NFPA 241 and NFPA 30.
- I. Smoke Detectors: Prevent accidental operation. Remove temporary covers at end of work operations each day. Coordinate with Project Engineer and facility Safety Officer.
- J. Hot Work: Perform and safeguard hot work operations in accordance with NFPA 241 and NFPA 51B. Coordinate with Project Engineer. Obtain permits from facility Safety Officer at least 48 hours in advance.

- K. Fire Hazard Prevention and Safety Inspections: Inspect entire construction areas weekly. Coordinate with, and report findings and corrective actions weekly to Project Engineer and facility Safety Officer.
- L. Smoking: Smoking is prohibited in and adjacent to construction areas inside existing buildings and additions under construction. In separate and detached buildings under construction, smoking is prohibited except in designated smoking rest areas.
- M. Dispose of waste and debris in accordance with NFPA 241. Remove from buildings daily.
- N. Perform other construction, alteration and demolition operations in accordance with 29 CFR 1926.
- O. If required, submit documentation to the Project Engineer that personnel have been trained in the fire safety aspects of working in areas with impaired structural or compartmentalization features.

1.5 OPERATIONS AND STORAGE AREAS

- A. The Contractor shall confine all operations (including storage of materials) on Government premises to areas authorized or approved by the Contracting Officer. The Contractor shall hold and save the Government, its officers and agents, free and harmless from liability of any nature occasioned by the Contractor's performance.
- B. The Contractor shall, under regulations prescribed by the Contracting Officer, use only established roadways, or use temporary roadways constructed by the Contractor when and as authorized by the Contracting Officer. When materials are transported in prosecuting the work, vehicles shall not be loaded beyond the loading capacity recommended by the manufacturer of the vehicle or prescribed by any Federal, State, or local law or regulation. When it is necessary to cross curbs or sidewalks, the Contractor shall protect them from damage. The Contractor shall repair or pay for the repair of any damaged curbs, sidewalks, or roads.

(FAR 52.236-10)

- C. Working space and space available for storing materials shall be as determined by the Project Engineer.
- D. Workmen are subject to rules of Medical Center applicable to their conduct.
- E. Execute work in such a manner as to interfere as little as possible with work being done by others. Keep roads clear of construction materials, debris, standing construction equipment and vehicles at all times.
- F. Execute work so as to interfere as little as possible with normal functioning of Medical Center as a whole, including operations of utility services, fire protection systems and any existing equipment, and with work being done by others.
 - 1. Do not store materials and equipment in other than assigned areas.
- G. Utilities Services: Where necessary to cut existing pipes, electrical wires, conduits, cables, etc., of utility services, or of fire protection systems or communications systems (except telephone), they shall be cut and capped at suitable places where shown; or, in absence of such indication, where

directed by Project Engineer. All such actions shall be coordinated with the Utility Company involved:

1. Whenever it is required that a connection fee be paid to a public utility provider for new permanent service to the construction project, for such items as water, sewer, electricity, gas or steam, payment of such fee shall be the responsibility of the Government and not the Contractor.
- H. Utilities Services: Maintain existing utility services for Medical Center at all times. Provide temporary facilities, labor, materials, equipment, connections, and utilities to assure uninterrupted services. Where necessary to cut existing water, steam, gases, sewer or air pipes, or conduits, wires, cables, etc. of utility services or of fire protection systems and communications systems (including telephone), they shall be cut and capped at suitable places where shown; or, in absence of such indication, where directed by Project Engineer.
1. No utility service such as water, gas, steam, sewers or electricity, or fire protection systems and communications systems may be interrupted without prior approval of Project Engineer. Electrical work shall be accomplished with all affected circuits or equipment de-energized. When an electrical outage cannot be accomplished, work on any energized circuits or equipment shall not commence without the Medical Center Director's prior knowledge and written approval.
 2. Contractor shall submit a request to interrupt any such services to Project Engineer, in writing, 48 hours in advance of proposed interruption. Request shall state reason, date, exact time of, and approximate duration of such interruption.
 3. Contractor will be advised (in writing) of approval of request, or of which other date and/or time such interruption will cause least inconvenience to operations of Medical Center. Interruption time approved by Medical Center may occur at other than Contractor's normal working hours.
 4. Major interruptions of any system must be requested, in writing, at least 15 calendar days prior to the desired time and shall be performed as directed by the Project Engineer.
 5. In case of a contract construction emergency, service will be interrupted on approval of Project Engineer. Such approval will be confirmed in writing as soon as practical.
- I. To minimize interference of construction activities with flow of Medical Center traffic, comply with the following:
1. Keep roads, walks and entrances to grounds, to parking and to occupied areas of buildings clear of construction materials, debris and standing construction equipment and vehicles.
 2. Method and scheduling of required cutting, altering and removal of existing roads, walks and entrances must be approved by the Project Engineer.
- N. Coordinate the work for this contract with other construction operations as directed by Project Engineer.

1.6 INFECTION PREVENTION MEASURES

- A. Implement the requirements of VAMC's Infection Control Risk Assessment (ICRA) team. ICRA Group may monitor dust in the vicinity of the construction work and require the Contractor to take corrective action immediately if the safe levels are exceeded.
- B. Establish and maintain a dust control program as part of the contractor's infection preventive measures in accordance with the guidelines provided by ICRA Group. Prior to start of work, prepare a plan detailing project-specific dust protection measures, including periodic status reports, and submit to Project Engineer and Facility ICRA team for review for compliance with contract requirements in accordance with Section 01 33 23, SHOP DRAWINGS, PRODUCT DATA AND SAMPLES.
 - 1. All personnel involved in the construction or renovation activity shall be educated and trained in infection prevention measures established by the medical center.
- C. Medical center Infection Control personnel shall monitor for airborne disease (e.g. aspergillosis) as appropriate during construction. A baseline of conditions may be established by the medical center prior to the start of work and periodically during the construction stage to determine impact of construction activities on indoor air quality. In addition:
 - 1. In case of any problem, the medical center, along with assistance from the contractor, shall conduct an environmental assessment to find and eliminate the source.
- D. In general, following preventive measures shall be adopted during construction to keep down dust and prevent mold.
 - 1. Dampen debris to keep down dust.
 - 2. Do not perform dust producing tasks within occupied areas without the approval of the Project Engineer.
- E. Final Cleanup:
 - 1. Upon completion of project, or as work progresses, remove all construction debris from above ceiling, vertical shafts and utility chases that have been part of the construction.
 - 2. Perform HEPA vacuum cleaning of all surfaces in the construction area. This includes walls, ceilings, cabinets, furniture (built-in or free standing), partitions, flooring, etc.
 - 3. All new air ducts shall be cleaned prior to final inspection.

1.7 PROTECTION OF EXISTING VEGETATION, STRUCTURES, EQUIPMENT, UTILITIES, AND IMPROVEMENTS

- A. The Contractor shall preserve and protect all structures, equipment, and vegetation (such as trees, shrubs, and grass) on or adjacent to the work site, which are not to be removed and which do not unreasonably interfere with the work required under this contract. The Contractor shall only remove trees when specifically authorized to do so, and shall avoid damaging vegetation that will remain in place. If any limbs or branches of trees are broken during contract performance, or by

the careless operation of equipment, or by workmen, the Contractor shall trim those limbs or branches with a clean cut and paint the cut with a tree-pruning compound as directed by the Contracting Officer.

- B. The Contractor shall protect from damage all existing improvements and utilities at or near the work site and on adjacent property of a third party, the locations of which are made known to or should be known by the Contractor. The Contractor shall repair any damage to those facilities, including those that are the property of a third party, resulting from failure to comply with the requirements of this contract or failure to exercise reasonable care in performing the work. If the Contractor fails or refuses to repair the damage promptly, the Contracting Officer may have the necessary work performed and charge the cost to the Contractor.

(FAR 52.236-9)

- C. Refer to FAR clause 52.236-7, "Permits and Responsibilities," which is included in General Conditions. A National Pollutant Discharge Elimination System (NPDES) permit is required for this project. The Contractor is considered an "operator" under the permit and has extensive responsibility for compliance with permit requirements. VA will make the permit application available at the (appropriate medical center) office. The apparent low bidder, contractor and affected subcontractors shall furnish all information and certifications that are required to comply with the permit process and permit requirements. Many of the permit requirements will be satisfied by completing construction as shown and specified. Some requirements involve the Contractor's method of operations and operations planning and the Contractor is responsible for employing best management practices. The affected activities often include, but are not limited to the following:

- Designating areas for equipment maintenance and repair;
- Providing waste receptacles at convenient locations and provide regular collection of wastes;
- Locating equipment wash down areas on site, and provide appropriate control of wash-waters;
- Providing protected storage areas for chemicals, paints, solvents, fertilizers, and other potentially toxic materials; and
- Providing adequately maintained sanitary facilities.

1.8 RESTORATION

- A. Remove, cut, alter, replace, patch and repair existing work as necessary to install new work. Except as otherwise shown or specified, do not cut, alter or remove any structural work, and do not disturb any plumbing, steam, gas, or electric work without approval of the Project Engineer. Existing work to be altered or extended and that is found to be defective in any way, shall be reported to the Project Engineer before it is disturbed. Materials and workmanship used in restoring work, shall conform in type and quality to that of original existing construction, except as otherwise shown or specified.

- B. Upon completion of contract, deliver work complete and undamaged. Existing work disturbed or removed as a result of performing required new work, shall be patched, repaired, reinstalled, or replaced with new work, and refinished and left in as good condition as existed before commencing work.
- C. At Contractor's own expense, Contractor shall immediately restore to service and repair any damage caused by Contractor's workmen to existing piping and conduits, wires, cables, etc., of utility services or of fire protection systems and communications systems (including telephone) which are indicated on drawings and which are not scheduled for discontinuance or abandonment.
- D. Expense of repairs to such utilities and systems not shown on drawings or locations of which are unknown will be covered by adjustment to contract time and price in accordance with clause entitled "CHANGES" (FAR 52.243-4 and VAAR 852.236-88) and "DIFFERING SITE CONDITIONS" (FAR 52.236-2) of Section 00 72 00, GENERAL CONDITIONS.

1.9 AVAILABILITY AND USE OF UTILITY SERVICES

- A. The Government shall make all reasonably required amounts of utilities available to the Contractor from existing outlets and supplies, as specified in the contract. The Contractor shall carefully conserve any utilities furnished without charge.
- B. The Contractor, at Contractor's expense and in a workmanlike manner satisfactory to the Contracting Officer, shall install and maintain all necessary temporary connections and distribution lines, and all meters required to measure the amount of electricity used for the purpose of determining charges. Before final acceptance of the work by the Government, the Contractor shall remove all the temporary connections, distribution lines, meters, and associated paraphernalia.
- C. Electricity (for Construction and Testing):
 - 1. Obtain electricity by connecting to the Medical Center electrical distribution system.
- D. Water (for Construction and Testing): Furnish temporary water service.
 - 1. Obtain water by connecting to the Medical Center water distribution system. Provide reduced pressure backflow preventer at each connection. Water is available at no cost to the Contractor.
 - 2. Maintain connections, pipe, fittings and fixtures and conserve water-use so none is wasted. Failure to stop leakage or other wastes will be cause for revocation (at Project Engineer's discretion) of use of water from Medical Center's system.

1.10 TESTS

- A. Conduct final tests required in various sections of specifications in presence of an authorized representative of the Contracting Officer. Contractor shall furnish all labor, materials, equipment, instruments, and forms, to conduct and record such tests.

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